

NATION WIDE  
**ARMY AGR VACANCY ANNOUNCEMENT**

ARIZONA ARMY NATIONAL GUARD ACTIVE GUARD AND  
RESERVE HUMAN RESOURCE OFFICE

5636 East McDowell Road, Phoenix, AZ 85008-3495

PHONE (602) 629-4821; DSN 853-4821

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**ANNOUNCEMENT NUMBER: 17-088AG      OPEN DATE: 1 FEB 2017      CLOSING DATE: 23 FEB 2017**

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**POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:**

PLATOON SERGEANT/READINESS NCO, PARA/LN: 703/02, SFC/E-7, 15Q40

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**LOCATION OF POSITION:** CO F. 1-168TH ATS, 2100 South Cooper Road, Chandler, AZ 85286-1726

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**APPOINTMENT FACTORS:**    ☐ OFFICER    ☐ WARRANT OFFICER    ☒ ENLISTED

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**AREA OF CONSIDERATION:** This position is in the Active Guard and Reserve Force and is open to current members of the Arizona Army National Guard and those eligible to become members in the pay grade of E7/SFC. Individual selected will receive an Active Duty Title 32 Tour with the Arizona Army National Guard. In order to be considered for this position, applicants must meet minimum qualifications as outlined on the reverse of this announcement.

**NOTE:** The DD Form 369 must be completed when submitting application for this announcement.

**NOTE:** Selection for this position requires declaration of Arizona state residency at the time of in-processing, and maintaining that residency while on AGR status under Title 32, USC.198012

**NOTE:** Applicants must be 15Q qualified.

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**INSTRUCTIONS FOR APPLYING:** IAW NGR 600-5, paragraph 2-4, the documents listed **WILL** be submitted "AS A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

- a. NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position). Ensure that you annotate both announcement number and position title on the top of page one, of the application.
- b. AZ ARNG Form 34-1 (13 Feb 98).
- c. AZNG Form 335-4-R (1 Apr 1992).
- d. Most recent Medical Protection System Individual Medical Readiness (IMR) Record accessible through Army Knowledge Online AKO. The IMR must be dated within the last 12 months to be valid.
- e. Officer Evaluation Reports (OER) or/ Noncommissioned Officer Evaluation Report (NCOER) as required by the position announcement for the past 5 years (as applicable).
- f. Certified (validated) copy of Officer Record Brief (ORB) or Enlisted Record Brief (ERB) as appropriate.
- g. Current Retirement Points Accounting Management (RPAM) Statement (NGB Form 23B (Army National Guard Retirement Points History Statement)).
- h. DA Photograph in military uniform taken within the last 24 months is required. DA Photographs are valid for five years.
- i. DA Form 705 (APFT), encompassing the last 5 years or as applicable (ensure that height and weight are annotated). Profiles must be attached if applicable.
- j. Body Fat Worksheet (DA Form 5500-R) if applicable.
- k. All DD Form 214's or NGB Form 22's
- l. DD Form 369 (Oct 2011) Police Record Check

THE HUMAN RESOURCES OFFICE WILL NOT ACCEPT APPLICATIONS THAT ARE MAILED AT GOVERNMENT EXPENSE OR FORWARDED THROUGH A GOVERNMENT MAIL DELIVERY/DISTRIBUTION SYSTEM WITHOUT POSTAGE. FAXED APPLICATIONS FROM A GOVERNMENT PHONE NUMBER WILL NOT BE ACCEPTED. ALL APPLICATIONS MUST BE RECEIVED BY THE DATE/TIME SHOWN ON THE FRONT OF THIS ANNOUNCEMENT IN PERSON OR BY MAIL.

**\*\* We recommend that you have a member of your unit review your application prior to submission to our office. \*\***

**POSITION COMPATIBILITY REQUIREMENTS:** The individual(s) must be a member of the Arizona (ARMY) National Guard and qualify for and be placed in the following compatible MOS/AOC: **ENL: 15Q OFF: WO:**

☒ **MUST POSSES** ☐ **ABLE TO QUALIFY**

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**APPOINTMENT REQUIREMENTS:**

1. Must meet the medical fitness standards for retention per AR 40-501, chapter 3.
2. Soldiers must meet the physical requirements of AR 600-9.
3. Must have the potential to become MOS qualified in the first 12 months or be released from AD/FTNGD.
4. ARNG applicants must be able to serve at least 3 years in AGR status prior to completing 18 years of Active Service or mandatory removal from active service based on age or service (without any extensions) under any provision of law or regulation as prescribed by current directives.
5. AGR soldiers will not be reassigned during the first 18 months of their initial tour except in the event of mobilization, force structure changes, or an exception to policy granted by the AGR Program Manager.
6. Must possess the grade equal to or below that authorized for the AGR duty position.
7. Acceptance of an AGR position **TERMINATES** entitlements to be Selected Reserve Incentive Program (SRIP).
8. Permanent Change of Station (PCS) expenses may be authorized for this position. Authorization of payment of PCS expenses will be granted only after a determination is made that PCS is in the best interest of the Arizona Army National Guard and upon availability of funds from the National Guard Bureau.
9. Additional qualification requirements are outlined in NGR 600-5, AR 135-18 and other applicable regulations and laws governing the Active Guard/Reserve Program.
10. Must not be flagged in SIDPERS for weight, APFT, security violations or pending any adverse actions
11. Applicants who answer YES to questions 8, or 12-16 of section IV, NGB Form 34-1, or have not completed Initial entry training (IET) are ineligible to apply. to include DD214(s) that have unfavorable remarks to include; unsatisfactory Performance, Misconduct, Dropped from the Rolls (DRF) Unsuitability/Unfitness or in lieu of court-martial AR 135-18, AR 135-91 Chapter 4,26, AR 135-178 Chapter 8,3 and 635-200 Chapter 11.
12. Individuals selected for AGR tours that cannot obtain 20 years of Active Federal Service prior to reaching mandatory separation, must complete a statement of understanding acknowledging this fact. Waiver authority rests with the Human Resource Officer for non-control graded positions and with National Guard Bureau (NGB) for control Graded positions.
13. The Arizona National Guard, at its sole discretion, reserves the right to pursue waivers, when applicable, IAW AR 135-18, Table 2-2 and NGR 600-5, Table 2-1.

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**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION OR THE MOS PREREQUISITES: 15Q MOS AWARDED**

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**BRIEF JOB DESCRIPTION:**

Serves as ATC Platoon Sergeant/Readiness NCO, coordinates the logistical, personnel and administrative support for all platoon elements; plans, organizes and supervises ATC facilities; establishes and supervises the facility training and rating program; advises in the preparation of TERPS; ensures proper utilization and coordination of maintenance support; prepares and interprets orders and reports. Responsible for the management of training & human resources for a unit of 45 Soldiers; Maintains training management systems to increase unit Readiness in accordance with the Army Force Generation (ARFORGEN) training model; Creates Training Schedules and monitors each Soldier's individual training progress through Digital Training Management System (DTMS); Oversees the unit's physical fitness, height and weight program, as well as weapons qualifications; creates travel authorizations and vouchers through Defense Travel System (DTS); Possesses a working knowledge of Army Training Resource Requirements System (ATRRS) for schools input/prepare Soldiers for schools; Tracks progress of unit Mission Essential Task List (METL) Tasks through DTMS; Adheres to the unit's tactical Standard Operating Procedures (SOP) by ensuring all training is performed to standard; Responsible for the operational management of the quality control section; Coordinates and establishes the priority of work in support of the unit's maintenance efforts during pre-mobilization training, deployment, and steady state operations; Responsible for the daily oversight and management of training and operations within the company; Coordinates and assists with scheduling for use of training sites and facilities for the unit; Supports the Unit Commander and 1SG in all matters concerning personnel, equipment, supply and training readiness issues and retention goal; Supports Higher Headquarters with necessary readiness indicator data to accurately and timely complete reports; Normal duty day requires occasional evening meetings with unit leadership and higher headquarters; Responsible for supervising the successful accomplishment of the Commander's mobilization readiness objectives; Responsible for all pay activities; anticipates and recommend solutions to needs of the unit in all aspects of unit readiness; The Readiness NCO will be involved in the day-to-day supervision of training management, mobilization planning, supply, maintenance, and personnel functions relating to the welfare of the Soldiers and mission capability; Act as the Commander's day-to-day representative and spokesman in the daily operations of the unit and to ensure the highest readiness status of the unit; Operates in their MTO&E position during IDT and other training periods; Perform additional duties as assigned.

**SELECTING OFFICIAL:** CPT KYLE CROM

**NOMINATING OFFICIAL:** COL D. LEE WINNINGHAM